

DIRECTOR OF CENTRAL INTELLIGENCE
Security Committee

SECOM-D-273

1 July 1980

NOTE FOR: Chief, PPG

STATINTL

FROM:

Executive Secretary

SUBJECT: Proposed EXCOM Agenda Items for FY 81

REFERENCE: Your Note Re Subject

1. Suggest that EXCOM include on next year's agenda more issues with emphasis on guiding the Agency's elements in the increasing scope of relationships in the Intelligence Community and the rest of the government.

2. There are many consequences of the 1978 Executive Order 12036 which are arising and for which the Agency leadership should set, establish and support an "Agency Position."

3. Among the issues which guidance would be beneficial are:

- Information Handling
- Services of Common Concern requested by the Community of the Agency
 - Training
 - Equipment
 - R&D
- Several dimension in the Security field
- Several aspects of endeavors in the Communication field.

3. All too frequently representatives of Agency elements find themselves in position to speak for the Agency and there is neither basic policy guidance to follow nor mechanism to achieve expeditious coordination across directorate lines.

4. The Executive Committee declared purpose includes opportunity to view this dimension of management with expectation of beneficial outcome.



STATINTL

DD/A 80-1527/1

26 June 1980

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Logistics
Director of Medical Services
Director of Security
Director of Training
Chief, Information Services Staff, DDA

STATINTL FROM:
Chief, Management Staff, DDA

SUBJECT: Proposed EXCOM Agenda Items for FY 1981

REFERENCE: Memorandum to Executive Committee Members from DDCI,
dtd 23 June 1980, Subject: Evaluation of the
Executive Committee

STATINTL 1. As indicated in the above reference, the DDCI is asking EXCOM
principals to evaluate the performance and accomplishments of the
Executive Committee in FY 1980. Question 6 of the evaluation question-
naire asks each principal for assistance in formulating a proposed
agenda for next year. has asked me to solicit your suggestions.
In making your proposal no subject or issue should necessarily be ex-
cluded from your consideration.

STATINTL 2. We will need your input for response by noon Monday,
7 July. I apologize for short deadline. Please call
if I can answer any questions.

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Director of Security

EXL

EXCOM MATERIALOS REGISTRY
FILE Comm 18

23 JUN 1980

MEMORANDUM FOR: Executive Committee Members

FROM : Deputy Director of Central Intelligence


SUBJECT : Evaluation of the Executive Committee

1. The Executive Committee has completed its first year in operation and has taken at least some action on all of the topics on our original list of agenda items. I believe this would be an appropriate time to evaluate the Committee's overall performance in meeting the purposes and goals we established at the outset. A constructive, critical look at where we have done well and where we have fallen short will help us to set our course for the coming year.

2. Please give serious thought to answering the questions in Attachment A. Forward your responses to by 7 July. They will be compiled and discussed at a future EXCOM session. To assist you, Attachment B summarizes the original purposes of the Committee, the criteria for topic selection, and desired results, and the rationale for the current membership. Attachment C lists the topics that the Committee has addressed in its weekly sessions over this last year. Both the DCI and I will also present our views during this evaluation.

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Frank C. Carlucci

cc: DCI

Attachments:

- A - EXCOM Evaluation
- B - Purposes of the Executive Committee
- C - EXCOM Agenda Topics

ATTACHMENT A

EXECUTIVE COMMITTEE EVALUATION

1. To what extent has the Executive Committee met its purposes, as originally stated?

a. In what areas has it done well?

b. In what areas has it been deficient?

2. To what extent has the Committee struck an appropriate balance among its agenda topics? Has it spent too much or too little time on any issues? Are there any issues you would like to have seen the Committee address that it did not?

3. To what extent has the Executive Committee produced desired results? What do you consider to be its significant accomplishments? What do you see as its shortcomings? How would you suggest overcoming the latter?

4. Do you consider the current membership too large, appropriate, or too small? How would you change it? The General Counsel and Director of Personnel Policy, Planning, and Management both feel they should be members, as does the Inspector General. The Inspector General has been invited to sit in "ex officio." Should the others be?

5. Do you believe the original purposes of the Executive Committee are still valid? If not, how would you revise them?

6. EXCOM, during this past year, actually covered a large portion of the issues proposed for EXCOM attention a year ago. Your assistance in formulating a proposed agenda for this next year is of utmost importance. What issues should be included on the Committee's agenda during the next year?

7. Has the Committee Staff support been adequate? If not, what improvements are needed?

8. Any other evaluative comments?

ATTACHMENT B

I. Purposes Of The Executive Committee

- Facilitate a shared understanding among Agency executives of basic problems and encourage Agency-wide solutions.
- Assist the DCI/DDCI in establishing policies affecting the Agency's mission and functions and its relationship to the Intelligence Community and the rest of Government.
- Act as the Agency's strategic planning mechanism for major, long-term, interdirectorate activities.
- Review proposals for new major Agency programs and significant changes to existing programs at the direction of the DCI/DDCI.
- Periodically review progress on actions initiated by the Committee.

II. Criteria For Agenda Topics

- Affect the mission of CIA or its ability to meet its present and future responsibilities.
- Interdirectorate or otherwise affect CIA as a whole.
- Long-term implications.
- Policy and/or planning implications.
- Strike a balance between administrative and substantive topics and among policy/planning/discussion topics.

III. Desired Results

- Settle an Issue.
- Set a course for others to follow.
- Provide oversight/review.
- Signal the importance of an issue.

- Reduce misunderstandings/misconceptions.

IV. Rationale For Membership

- Limited to encourage frank discussion, constructive decisions.
- Other officials may be invited to attend/participate on subjects of particular interest and concern to them.

ATTACHMENT C

EXECUTIVE COMMITTEE AGENDA TOPICS

<u>SUBJECT</u>	<u>NUMBER OF SESSIONS</u>
Personnel Management	23
- NAPA-Related	8
- SIS/Maritime Pay-Related	10
- APP	2
- Other	3
CIAP Reviews	5
- (3 - FY 81; 2 - FY 82)	
ADP Review	4
Priority Collection Programs	2
Clandestine Technical Collection Procedures	2
Information Handling	2
EXCOM Charter, Agenda	2
S&T R&D Planning/Management/Issues/Initiatives	1
SIGINT Plan	1
Flow of Information to the Department of State	1
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
Doing More with Less	1
Critical Long-Range Intelligence Problems	1
FOIA/Intelligence Charters	1
Reductions in Guard Service	1
Uniform Guidelines	1/2
Emergency Planning	1/2
Agency Planning	1
Space Planning	1

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

STATINTL

Proposed EXCOM Agenda Items for FY 1981

FROM:

Chief, Policy and Plans Group

EXTENSION

NO.

DATE

30 JUN 1980

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DD/PS
4E-58 Hdqs.2. DD/PS
4E-60 Hdqs.3. DD/CA
3D-39, Hdqs.

4. [Redacted]

5.

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15.

For your review and suggestions by COB 3 July. Please note that the only question of concern is No. 6, which deals with suggestions for issues to be put on the EXCOM's agenda during the next year.